

APPROVED: Meeting No. 26-91

ATTEST: *Sharon A. Gran*

MAYOR AND COUNCIL  
ROCKVILLE, MARYLAND  
Meeting No. 22-91

May 21, 1991

The Mayor and Council of Rockville, Maryland, convened in Worksession in the Council Chamber, Rockville City Hall, Maryland Avenue at Vinson Street, Rockville, Maryland, on May 21, 1991, at 7:30 p.m.

PRESENT

Mayor Douglas M. Duncan

Councilmember Viola D. Hovsepian

Councilmember James T. Marrinan

Councilmember David Robbins

ABSENT

Councilmember James F. Coyle (Travel Leave)

In attendance: City Manager Bruce Romer, Assistant City Manager Rick Kuckkahn and City Clerk Sharon Gran.

Re: Worksession - FY1992 Proposed  
Operating Budget

Mayor and Council

Issues discussed were:

- o funding for the November, 1991 municipal election;
  - o recent changes in personnel complement in City Clerk and City Attorney offices;
- and
- o development of chargeback system for departments and boards and commissions for City mementos and souvenirs.

City Manager

Issues discussed were:

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o modest expansion in Wellness Program, in particular, the Gude Drive program, necessitating an additional work day per week for the Wellness Coordinator;.

- o Graduate Intern Program; and
- o enhanced legislative program.

With respect to the Public Information Office:

- o There will be an increase in cable franchise fees.
- o No funds are requested for expanded or new programs.
- o Rockville Reports will continue to be printed on recycled paper. It was noted that recycled paper is also being used in lieu of regular paper whenever possible.

#### Community Development

Issues discussed included:

- o Community Development Block Grant (CDBG) Fund. Clarification was provided as to the amount including appropriations from prior years.
- o The Comprehensive Planning and Development Review Divisions will be merged into one "Planning" Division.

Mayor Duncan requested that staff review the County's budget and some of their creative fees to see if such fees could be applied in the City.

#### Community Services

- o A part-time community child care specialist position has been added to facilitate implementation of the Child Care Task Force recommendations. Mayor Duncan requested a copy of this position description.

o Recent amendments to the Human Rights Ordinance as well as national legislation such as the Americans with Disabilities Act may impact the human rights caseload. The City Manager commented that the City has recently initiated a graphic representation of the human rights caseload which will facilitate tracking of the number and types of cases.

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o The latchkey initiative consists of seniors manning telephones to provide a comforting voice to children who come home after school to an empty house.

Mayor Duncan requested that this department also review the County's fee structure to determine if any of the new fees for services may be implemented in the City.

Councilmember Marrinan raised a question regarding the intern program and was advised that the program is still in effect in addition to the summer youth employment program coordinated by the Community Services Department.

#### Finance

The Department of Finance is absorbing the cost of the City's new phone system at a monthly rate of approximately \$3,000.

As a result of the acquisition of data processing equipment over the last few years, the capital outlay required for the Data Processing Division this year is significantly less.

Seven hundred residents are using the automatic transfer program for payment of utility bills. A credit card program for payment is currently being explored.

Advanced technology for water meters was discussed and the use of a "remote reader."

The Department of Finance continues to explore ways to diversify the City's revenues and is reviewing additional State grant opportunities.

#### Personnel

The Department now has a full personnel complement and is performing in a number of areas including labor relations monitoring, contract monitoring, benefits administration.

It was noted that there are many training opportunities in the personnel field in the metropolitan D.C. area; thus, there are no funds budgeted for travel.

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Mayor Duncan indicated that the City should focus on a training program for upward mobility. There is a need for career planning and career paths which may help employee morale.

Police

Maintenance of equipment as opposed to purchasing new equipment is the focus of the Department's FY92 budget. Programs such as Officer Tuttle, Business Watch and DARE will continue.

With respect to the proposed new Animal Control Ordinance, Councilmember Hovsepien asked if any increased activity was expected in the Police Department. Chief Treschuk responded that, with the guidance of the new ordinance and the advisory committee, there should be a significant increase in both educational programs and enforcement.

Regarding animal licenses, it was recommended that the City increase its fees next year to the same level as the County's fees.

With respect to fingerprinting, the City will consider a policy of continuing to provide fingerprinting service free for City residents with a charge to others.

The new County fees associated with the police department, such as abandoned vehicle fees, were discussed.

Re: Adjournment

There being no further business to come before the Mayor and Council, the meeting was adjourned at 8:55 p.m., to convene again in Worksession at 7:30 p.m. on May 28, 1991, or at the call of the Mayor.